

## FACILITIES

Committee Meeting Agenda  
Tuesday, March 5, 2024 - 10:00 A.M.  
Conference Room A

*This meeting may also be live-streamed at [www.lwsb.com](http://www.lwsb.com).*

*The tab will be active 15 minutes prior to the start of the meeting.*

*The live streaming uses YouTube Live and terminates at the close of the meeting.*

### 1. Call to Order/Pledge of Allegiance

### 2. Roll Call

- Nick Massetti – Chair
- Carole Damoci
- Susan Hopewell
- Janet Isom
- Edward Jablonski
- Carol Levine
- Lee Melody
- Daniel Weber
- Marsha Gerber, Ex-Officio.

### 3. Chair Announcement

### 4. Approve Minutes

- a. Facilities Committee, February 6, 2024

### 5. Member Comments

### 6. Staff Report

- a. Pedestrian Safety Initiative - Safety Manager
- b. Pedestrian Gate updates
- c. Review Budget (month of December)
- d. Facilities Project List

### 7. General

- a. After Main Gate Traffic Flow Report
- b. Golden Rain - St. Andrews construction cost
- f. Globe Lighting update

### 8. Reserve Funding

- a. Main Gate Office Renovation
- b. 4 Patrol Car Replacement
- c. 10 Maintenance Cart Replacement
- d. Roof Replacement Clubhouse 3 and Clubhouse 4

### 9. Capital Funding Items

- a. Review Location Speed Cushions
- b. Review Cost Speed Radar Sign
- c. Signs for Purchasing Department
- d. Clubhouse 2 Flex Space

### 10. Governing Documents

### 11. Future Agenda Items

- a. Review 26-5504, Insurance Requirements-Contractors

### 12. Next Meeting Date



- Tuesday, April 2, 2024, at 10:00 a.m. – Conference Room A

### 13. Adjournment

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Please be always courteous and respectful to other members, Board Directors and representatives from Management. We ask that you do not raise your hands or interrupt the Committee or anyone else who may be speaking. **A Member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board at which disciplinary action may be taken.**



## FACILITIES COMMITTEE MINUTES

February 6, 2024

Chair Massetti called the regular meeting of the Facilities Committee to order at 10:00 a.m. on Tuesday, February 6, 2024, in Conference Room A and via Zoom. Then, the Pledge of Allegiance was recited.

Present: Nick Massetti - Chair Edward Jablonski  
Carole Damoci – via Zoom Carol Levine  
Susan Hopewell – via Zoom Lee Melody  
Janet Isom

Absent: Daniel Weber

Staff and Guest: M. Gerber, GRF President, via Zoom  
J. Sedgwick, Executive Director  
M. Weaver, Senior Director of Facilities  
A. Young, Senior Director of – via Zoom  
M. Mario, IT Director  
T. Makakaufaki, Executive Coordinator

### **CHAIR'S ANNOUNCEMENTS**

Chair Massetti greeted and welcomed everyone to the Facilities Committee meeting and introduced Foundation members and staff.

Motion: To add Reserve Contribution for 2024 to the agenda.

First: Lee Melody  
Second: Carol Levine

The motion failed with four no votes (Director Damoci, Hopewell, Isom, and Jablonski).

### **APPROVAL OF MINUTES**

The January 2, 2024, minutes were approved as presented.

### **SHAREHOLDER/MEMBER COMMENTS**

One Shareholder spoke at the time of the meeting.

**CORRESPONDENCE**

One correspondence was reviewed at the time of the meeting.

**STAFF REPORTS**

Pedestrian Safety Initiative

The Pedestrian Safety Initiative will be brought back to the next scheduled meeting for an update.

Pedestrian Gate Update

The Senior Director of Facilities updated the Committee about the Pedestrian Gate.

Review Budget

The Committee reviewed the budget that was presented in the agenda packet.

Facilities Project List

The GRF Senior Director of Facilities presented his update on outstanding projects as presented in the agenda packet.

**GENERAL**

Main Gate Traffic Flow Report

After discussion, the Committee concurred to have Urban Crossroad return for further study and will present the new proposal at the next scheduled meeting.

Golden Rain - St. Andrews Construction Cost

We are still waiting for the cost. The Senior Director of Facilities will bring more information to the next scheduled meeting.

## **FACILITIES COMMITTEE MINUTES - 02.06.2024**

### Clubhouse 3 – Cabinets

Motion: To request a bid for Clubhouse Three Cabinets.

First: Carole Damoci

Second: Susan Hopewell

The motion passed with three no votes (Directors Jablonski, Levine, and Melody).

### Clubhouse 3 – Flooring

After discussion, the Committee agreed to leave the flooring as is and not to make any changes.

### Clubhouse 1 - Paint color selection interior/exterior

Motion: To paint the interior of Clubhouse One with scheme one.

First: Lee Melody

Second: Carol Levine

The motion passed.

Motion: To paint the exterior of Clubhouse One with scheme two.

First: Carol Levine

Second: Edward Jablonski

The motion passed with one abstention (Director Damoci).

### Globe Lighting Update

The Committee was assigned to look at the Globe Lighting for discussion at the next scheduled meeting.

## **FACILITIES COMMITTEE MINUTES - 02.06.2024**

### North Gate Road Bollards

Motion: To install steel bollards at North Gate Roads at a cost of \$850.

First: Susan Hopewell

Second: Carole Damoci

The motion passed.

### **RESERVE FUNDING**

#### Main Gate Office Renovation

After discussion, the Executive Director recommended putting the Main Gate Office Renovation on hold.

Motion: To put the Main Gate Office Renovation on hold until the GRF Board has reviewed the budget.

First: Carole Damoci

Second: Janet Isom

The motion passed.

### **CAPITAL FUNDING**

#### Additional Speed Cushions

The committee concurred to have the Senior Director of Facilities obtain the cost of four-speed cushions and bring the topic back to the next scheduled meeting.

#### Additional Speed Radar

The Senior Director of Facilities will have more information at the next scheduled meeting.

### **GOVERNING DOCUMENT**

#### Review 20-1000-3, Facilities Committee Charter

The Committee reviewed 20-1000-3, Facilities Committee Charter, and found no changes needed to be made at this time.

**FUTURE AGENDA ITEMS**

- Review 26-5504, Insurance Requirements-Contractors
- Eloy – Reserve Study-Defibrillators update

**ADJOURNMENT**

Chair Massetti adjourned the meeting at 11:57 a.m.

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Nick Massetti, Chair  
Facilities Committee  
TM: 02.06.24

**From:** [Nick Massetti](#)  
**To:** [Tia Makakaufaki](#)  
**Subject:** Fw:  
**Date:** Wednesday, February 28, 2024 9:15:24 AM

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Please add this under Member Comments

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**From:** Marla Hamblin  
**Sent:** Tuesday, February 13, 2024 7:47 AM  
**To:** Nick Massetti ; Mark Weaver  
**Subject:**

Gentlemen, not having had the courtesy of a reply, i will restate my 1.8 concerns: 1). The rolling thunder is incompatible with a garden. All the repairing of carts and the accumulated accoutrements, and housing can be relocated to the concrete block wall in back of club house 2 where the auto vacuum is. That's where vehicles already belong. Not in a garden. 2). The 3 huge trash bins are incompatible with a garden. The vehicles bringing refuse are incompatible with a garden. All 3 can be relocated for easy towing to the north gate road outside l/w. Or done away with entirely and people can be responsible for their own item removal. 3). Service maintenance, can have a garage sale like the government and/or remove their stored items from the north west corner of the garden back to the south west corner of l/w where they already have a large space. Time to clean house and eliminate unused items, broken items and obsolete items. Thank you. No, i cannot stop asking. Btw, mr, massetti, what are your current thoughts re self-insurance for grf? Respectfully submitted, Marla hamblin, mutual 15

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Date: February 29, 2024

To: Mark Weaver, Facilities Sr. Director

From: Ruben Gonzalez, Service Maintenance Director

Subject: Pedestrian Gates Report for February 2024

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**St. Andrew's Gate** – Installed new striker/latch and ordered a couple of spares for repairs in the future. Operational as of 2/29/2024

**Jim's Gate** – Operational 2/29/2024

**Church Gate** – Parts were received and installed. Since then, the gate has been working well. However, power feeding the gate comes from the church, which is the same circuit as other outlets inside the church. Occasionally, while doing our daily check, we find the gate not working due to the breaker trip. I met with the pastor about the issue.

**Mary's Gate** – Operational as of 2/29/2024

**North Gate** – Contractor completed repairs on 2/29/2024. Fully operational.

**Additional Comments** – Service Maintenance Electricians will continue to check gates daily to ensure all are operating properly. If they are not, we will troubleshoot and repair them as needed.



# Income Statement - Operating

Golden Rain Foundation

12/01/2023 to 12/31/2023

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>OPERATING INCOME</b>							
<b>INCOME FROM MUTUALS</b>							
5330000-000 Assessments	\$1,276,863.00	\$1,276,714.00	\$149.00	\$15,322,367.00	\$15,322,218.00	\$149.00	\$15,322,218.00
<b>Total INCOME FROM MUTUALS</b>	<b>\$1,276,863.00</b>	<b>\$1,276,714.00</b>	<b>\$149.00</b>	<b>\$15,322,367.00</b>	<b>\$15,322,218.00</b>	<b>\$149.00</b>	<b>\$15,322,218.00</b>
<b>OTHER COST RECOVERY</b>							
5345000-000 Certificate Preparation Fee - Escrow	21,000.00	24,000.00	(3,000.00)	223,500.00	288,000.00	(64,500.00)	288,000.00
5345001-000 Certificate Preparation Fee - Non-Escrow	1,500.00	3,000.00	(1,500.00)	34,250.00	36,000.00	(1,750.00)	36,000.00
5345002-000 Escrow Recovery Fees	12,600.00	-	12,600.00	92,819.00	-	92,819.00	-
5351100-000 Parking Fines	258.80	200.00	58.80	1,616.66	2,400.00	(783.34)	2,400.00
5351300-000 Decal Sticker Income	200.00	-	200.00	200.00	-	200.00	-
5380310-000 Edison Pymt Processing	-	106.00	(106.00)	640.80	1,280.00	(639.20)	1,280.00
5380320-000 Shipping & Processing Recovery	12,732.39	4,350.00	8,382.39	81,209.76	52,200.00	29,009.76	52,200.00
5380331-000 Copy Fee Income	1,667.80	1,583.00	84.80	19,798.82	19,000.00	798.82	19,000.00
5380332-000 Trust Processing Fee	1,680.00	3,300.00	(1,620.00)	40,725.00	39,600.00	1,125.00	39,600.00
5380333-000 Member ID Card Income	40.00	250.00	(210.00)	2,500.00	3,000.00	(500.00)	3,000.00
5380334-000 Map Sales Income	-	25.00	(25.00)	66.00	300.00	(234.00)	300.00
5380336-000 Lost Member ID Card	3,000.00	2,500.00	500.00	24,000.00	30,000.00	(6,000.00)	30,000.00
5380337-000 Notary Fees	-	108.00	(108.00)	855.00	1,296.00	(441.00)	1,296.00
5380338-000 Passport Photo Fees	-	40.00	(40.00)	890.00	480.00	410.00	480.00
5380350-000 Library Fine Income	127.00	25.00	102.00	991.75	300.00	691.75	300.00
5380355-000 Fax Services Income	313.50	100.00	213.50	2,150.50	1,200.00	950.50	1,200.00
5380450-000 Show Sponsorship Income	-	-	-	29,760.00	30,000.00	(240.00)	30,000.00
5380451-000 Movie Sponsorship Income	-	-	-	-	4,500.00	(4,500.00)	4,500.00
5380455-000 Special Outside Events Income	3,443.99	2,087.00	1,356.99	29,436.11	25,000.00	4,436.11	25,000.00
5380490-000 Recovered Janitorial	150.00	150.00	-	1,800.00	1,800.00	-	1,800.00
5380700-000 Permit Income	10,588.96	12,000.00	(1,411.04)	169,424.80	144,000.00	25,424.80	144,000.00
5380701-000 Parking Spot Rental Income	2,338.18	1,800.00	538.18	74,983.48	96,209.00	(21,225.52)	96,209.00
5380702-000 Contractor Compliance Fee	-	-	-	11,400.00	-	11,400.00	-
5380710-000 EV Charging Income	757.14	-	757.14	5,512.12	-	5,512.12	-
5385000-000 Other Income	6,143.36	1,994.00	4,149.36	105,340.94	24,701.00	80,639.94	24,701.00
5385100-000 Unrestricted Donations	-	-	-	159.00	-	159.00	-
5385101-000 Restricted Donations	123,496.56	-	123,496.56	173,496.56	-	173,496.56	-
5385105-000 Donations - Friends of the Library	-	-	-	22,500.00	-	22,500.00	-
5385201-000 Cafe Commissions Income	-	224.00	(224.00)	3,252.16	2,688.00	564.16	2,688.00
5395000-000 Rental Income	106,951.67	107,323.00	(371.33)	1,369,115.06	1,377,431.00	(8,315.94)	1,377,431.00
5395005-000 Locker User Fees	10.00	1,500.00	(1,490.00)	520.00	1,500.00	(980.00)	1,500.00
5396100-000 Taxable Other Income - Superwire	-	-	-	1,097.78	-	1,097.78	-
5397100-000 Taxable Interest Income	40,223.10	20,238.00	19,985.10	339,121.05	219,560.00	119,561.05	219,560.00
5398000-000 Interest Income Allocation	(17,402.16)	(16,907.00)	(495.16)	(260,890.44)	(180,939.00)	(79,951.44)	(180,939.00)
5413100-000 Gain / Loss on Equipment	-	-	-	378.00	-	378.00	-
5540000-000 Discounts Earned	7.47	216.00	(208.53)	12,993.45	2,600.00	10,393.45	2,600.00
5541000-000 Sales Discounts Net 10	(10.14)	-	(10.14)	(390.42)	-	(390.42)	-
5611000-000 Late Charges	20.00	-	20.00	340.00	-	340.00	-
5611500-000 Late Interest	-	-	-	500.00	-	500.00	-
5731000-000 Classified Advertising	1,923.25	2,200.00	(276.75)	26,812.55	26,400.00	412.55	26,400.00
5731100-000 Insert Ad Income	1,275.00	1,500.00	(225.00)	22,175.00	18,000.00	4,175.00	18,000.00
5731500-000 Display Advertising	40,974.65	35,760.00	5,214.65	523,027.80	429,120.00	93,907.80	429,120.00
5732100-000 Amphitheater Spotlight Ad Income	-	-	-	7,560.00	11,000.00	(3,440.00)	11,000.00
5732200-000 Bus Cling/Wrap Ad Income	2,400.00	2,900.00	(500.00)	29,775.00	34,800.00	(5,025.00)	34,800.00
5732210-000 Profile Advertising	-	12,000.00	(12,000.00)	-	12,000.00	(12,000.00)	12,000.00
5732400-000 Newspaper Front Footer Ad Income	1,825.00	1,440.00	385.00	25,300.00	17,280.00	8,020.00	17,280.00
5732500-000 Telephone Book Income	-	-	-	38,019.35	35,000.00	3,019.35	35,000.00



# Income Statement - Operating

Golden Rain Foundation

12/01/2023 to 12/31/2023

Description	Current Period			Year-to-date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
5732501-000 Leadership Guide Income	\$-	\$-	\$-	\$4,945.75	\$3,800.00	\$1,145.75	\$3,800.00
5732545-000 Mini Bus Schedule Ad	-	-	-	-	10,200.00	(10,200.00)	10,200.00
5732600-000 Map Advertising Income	-	-	-	2,000.00	-	2,000.00	-
5739000-000 News - Sales Discounts	(1,236.00)	-	(1,236.00)	(16,068.00)	-	(16,068.00)	-
5891000-000 SRO Labor Cost Recovery	85,927.50	126,297.00	(40,369.50)	1,311,208.70	1,441,937.00	(130,728.30)	1,441,937.00
5892000-000 Replacement Recovery	(100.00)	-	(100.00)	11,972.50	-	11,972.50	-
5893000-000 RFID Tag	2,000.00	-	2,000.00	2,000.00	-	2,000.00	-
5990000-000 Materials Recovery	133,135.77	-	133,135.77	1,137,945.38	-	1,137,945.38	-
5999000-000 Amenities Fees	192,515.35	66,667.00	125,848.35	2,448,818.73	800,000.00	1,648,818.73	800,000.00
<b>Total OTHER COST RECOVERY</b>	<b>\$792,478.14</b>	<b>\$418,976.00</b>	<b>\$373,502.14</b>	<b>\$8,191,555.70</b>	<b>\$5,063,643.00</b>	<b>\$3,127,912.70</b>	<b>\$5,063,643.00</b>
<b>Total OPERATING INCOME</b>	<b>\$2,069,341.14</b>	<b>\$1,695,690.00</b>	<b>\$373,651.14</b>	<b>\$23,513,922.70</b>	<b>\$20,385,861.00</b>	<b>\$3,128,061.70</b>	<b>\$20,385,861.00</b>
<b>OPERATING EXPENSE</b>							
<b>HUMAN RESOURCES</b>							
6100000-000 Salaries & Wages	1,001,184.07	814,797.00	(186,387.07)	9,901,302.56	9,974,655.00	73,352.44	9,974,655.00
6100001-000 Vacation Accrual Expense	28,695.74	-	(28,695.74)	49,923.55	-	(49,923.55)	-
6101000-000 Commissions	2,645.28	3,054.00	408.72	40,583.18	37,800.00	(2,783.18)	37,800.00
6140000-000 Employment Taxes	76,443.90	61,112.00	(15,331.90)	776,923.01	780,598.00	3,674.99	780,598.00
6142000-000 Workers' Compensation	2,745.09	4,379.00	1,633.91	218,831.00	360,029.00	141,198.00	360,029.00
6143000-000 Group Insurance - Medical	93,156.05	99,175.00	6,018.95	1,057,862.98	1,190,100.00	132,237.02	1,190,100.00
6143300-000 Group Insurance - Dental	1,734.11	1,668.00	(66.11)	19,278.25	20,016.00	737.75	20,016.00
6143500-000 Group Insurance - Vision	662.35	1,013.00	350.65	8,097.32	12,156.00	4,058.68	12,156.00
6144000-000 401(k) Match	26,176.81	25,310.00	(866.81)	222,698.95	311,238.00	88,539.05	311,238.00
6145000-000 Group Insurance - Life	3,559.03	3,552.00	(7.03)	40,934.93	42,624.00	1,689.07	42,624.00
6146000-000 Long Term Disability Insurance	3,053.24	4,146.00	1,092.76	34,377.76	49,752.00	15,374.24	49,752.00
6210005-000 Payroll Processing Fees	3,452.67	4,674.00	1,221.33	43,930.30	39,584.00	(4,346.30)	39,584.00
6210006-000 FSA Administration Fees	154.25	225.00	70.75	1,960.27	2,995.00	1,034.73	2,995.00
6210007-000 Benefits Processing	452.67	275.00	(177.67)	5,646.99	3,075.00	(2,571.99)	3,075.00
6210010-000 Fraud Hotline	-	-	-	704.00	640.00	(64.00)	640.00
6211000-000 Continuing Education	2,327.52	2,038.00	(289.52)	32,695.63	48,380.00	15,684.37	48,380.00
6211100-000 Employee Incentives	13,899.59	1,525.00	(12,374.59)	27,362.49	21,250.00	(6,112.49)	21,250.00
6212000-000 Employee Exams	504.14	133.00	(371.14)	2,292.65	1,596.00	(696.65)	1,596.00
6212005-000 Employee Drivers License Inquiry	37.00	30.00	(7.00)	384.00	360.00	(24.00)	360.00
6213000-000 Employee Recruitment	61.05	1,000.00	938.95	9,500.05	18,400.00	8,899.95	18,400.00
6213005-000 Employment Screening	962.24	530.00	(432.24)	6,308.48	6,360.00	51.52	6,360.00
6213100-000 ODO Contracted Hours	106,153.69	33,913.00	(72,240.69)	1,214,496.61	405,000.00	(809,496.61)	405,000.00
6410045-000 Emergency Supplies	664.63	350.00	(314.63)	2,496.88	4,200.00	1,703.12	4,200.00
6410046-000 COVID-19 Supplies	-	-	-	144.00	150.00	6.00	150.00
6434110-000 Legal Fees - HR	2,871.00	1,700.00	(1,171.00)	22,597.25	20,400.00	(2,197.25)	20,400.00
<b>Total HUMAN RESOURCES</b>	<b>\$1,371,596.12</b>	<b>\$1,064,599.00</b>	<b>(\$306,997.12)</b>	<b>\$13,741,333.09</b>	<b>\$13,351,358.00</b>	<b>(\$389,975.09)</b>	<b>\$13,351,358.00</b>
<b>ADMINISTRATION</b>							
6214000-000 Meals & Special Events	20,677.43	14,109.00	(6,568.43)	48,077.08	46,738.00	(1,339.08)	46,738.00
6214500-000 Gifts	4,452.46	1,550.00	(2,902.46)	5,455.02	5,600.00	144.98	5,600.00
6215000-000 Mileage	1,275.48	787.00	(488.48)	8,593.78	10,075.00	1,481.22	10,075.00
6410000-000 Office Supplies	8,924.91	5,135.00	(3,789.91)	90,559.05	56,290.00	(34,269.05)	56,290.00
6410003-000 Board Office Supplies	225.43	70.00	(155.43)	6,265.72	1,000.00	(5,265.72)	1,000.00
6410025-000 Lunch Room Supplies	229.81	181.00	(48.81)	3,158.09	1,980.00	(1,178.09)	1,980.00
6410030-000 Printer / Copier Supplies	1,863.53	3,954.00	2,090.47	28,388.29	46,310.00	17,921.71	46,310.00
6434100-000 Legal Fees - General Counsel	9,075.48	5,000.00	(4,075.48)	69,592.05	62,000.00	(7,592.05)	62,000.00
6434105-000 Legal Fees - Litigation	-	4,000.00	4,000.00	5,223.75	50,000.00	44,776.25	50,000.00
6444000-000 Equipment Rental	21,344.72	6,016.00	(15,328.72)	116,378.50	74,598.00	(41,780.50)	74,598.00
6478000-000 Service Contracts	14,456.55	7,143.00	(7,313.55)	47,518.63	61,031.00	13,512.37	61,031.00
6710001-000 OC User Fees	-	-	-	35,405.17	49,083.00	13,677.83	49,083.00
6731000-000 Property & Liability Insurance	175,549.38	60,894.00	(114,655.38)	945,631.63	848,802.00	(96,829.63)	848,802.00
6731001-000 Key Person Life Insurance	-	-	-	-	1,510.00	1,510.00	1,510.00



# Income Statement - Operating

Golden Rain Foundation

12/01/2023 to 12/31/2023

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Total ADMINISTRATION</b>	\$258,075.18	\$108,839.00	(\$149,236.18)	\$1,410,246.76	\$1,315,017.00	(\$95,229.76)	\$1,315,017.00
<b>MEMBER SERVICES</b>							
6410032-000 Photo ID Printing	\$-	\$-	\$-	\$163.11	\$4,000.00	\$3,836.89	\$4,000.00
6410033-000 Guest Pass Printing (RFID)	825.38	-	(825.38)	825.38	11,000.00	10,174.62	11,000.00
6411001-000 Inventory Price Variances	(84.86)	-	84.86	(1,564.03)	-	1,564.03	-
6415000-000 Materials Pass-Thru	134,581.49	-	(134,581.49)	1,134,668.38	-	(1,134,668.38)	-
6432100-000 Audit Fees	21,442.00	16,192.00	(5,250.00)	250,056.00	194,300.00	(55,756.00)	194,300.00
6434115-000 Legal Fees - Trust Review	7,700.00	2,500.00	(5,200.00)	54,106.25	29,500.00	(24,606.25)	29,500.00
6434120-000 Legal/Fair Housing	-	2,000.00	2,000.00	1,148.50	25,000.00	23,851.50	25,000.00
6435100-000 Bank Service Fees	2,842.52	1,887.00	(955.52)	22,325.74	22,100.00	(225.74)	22,100.00
6437100-000 Reserve Study	-	-	-	9,900.00	9,900.00	-	9,900.00
6482500-000 Election Expense	-	-	-	123,691.18	42,223.00	(81,468.18)	42,223.00
6483201-000 Mailouts - Periodic	58,946.69	240.00	(58,706.69)	91,232.86	4,590.00	(86,642.86)	4,590.00
6483202-000 Mailouts - Pymt Coupons	1,908.21	5,125.00	3,216.79	9,988.47	7,050.00	(2,938.47)	7,050.00
6483550-000 Map Printing	-	-	-	1,195.00	-	(1,195.00)	-
6484500-000 Postage	2,000.00	3,042.00	1,042.00	31,495.68	36,500.00	5,004.32	36,500.00
6485500-000 Record Retention	1,512.06	231.00	(1,281.06)	6,852.77	3,080.00	(3,772.77)	3,080.00
6491000-000 Miscellaneous Writeoffs	725.41	-	(725.41)	12,215.30	-	(12,215.30)	-
6910000-000 Uncollectible Customer Receivables	-	200.00	200.00	180.00	2,400.00	2,220.00	2,400.00
<b>Total MEMBER SERVICES</b>	\$232,398.90	\$31,417.00	(\$200,981.90)	\$1,748,480.59	\$391,643.00	(\$1,356,837.59)	\$391,643.00
<b>FACILITIES</b>							
6217000-000 Uniforms & Laundry	6,196.68	2,477.00	(3,719.68)	35,810.50	30,470.00	(5,340.50)	30,470.00
6410005-000 Building Supplies	2,785.49	2,301.00	(484.49)	19,095.23	29,062.00	9,966.77	29,062.00
6410020-000 Equipment Expense	10,040.39	3,258.00	(6,782.39)	81,358.33	46,806.00	(34,552.33)	46,806.00
6410021-000 Field Supplies	2,038.78	2,924.00	885.22	39,099.84	35,000.00	(4,099.84)	35,000.00
6410022-000 Tool Expense	2,102.52	1,400.00	(702.52)	25,991.25	16,800.00	(9,191.25)	16,800.00
6411000-000 Freight & Handling	1,366.12	250.00	(1,116.12)	7,578.81	3,000.00	(4,578.81)	3,000.00
6420100-000 Electricity	33,610.30	29,828.00	(3,782.30)	494,959.84	404,331.00	(90,628.84)	404,331.00
6424100-000 Trash	12,114.20	12,096.00	(18.20)	156,230.24	145,152.00	(11,078.24)	145,152.00
6425100-000 Natural Gas	6,517.29	3,323.00	(3,194.29)	80,910.99	32,836.00	(48,074.99)	32,836.00
6470000-000 Maintenance - Other	-	450.00	450.00	-	5,400.00	5,400.00	5,400.00
6471000-000 Building Repair & Maintenance	12,834.70	3,924.00	(8,910.70)	122,955.58	49,375.00	(73,580.58)	49,375.00
6472000-000 Equipment Repair & Maintenance	12,904.43	6,213.00	(6,691.43)	90,879.76	75,462.00	(15,417.76)	75,462.00
6472100-000 Equipment Repair & Maint - Minibus	12,920.80	1,250.00	(11,670.80)	26,788.75	15,000.00	(11,788.75)	15,000.00
6473000-000 Hazardous Waste Disposal	671.97	-	(671.97)	9,506.37	5,500.00	(4,006.37)	5,500.00
6474100-000 Janitorial Services	135,858.08	141,892.00	6,033.92	1,624,263.04	1,702,704.00	78,440.96	1,702,704.00
6475100-000 Landscape Maint. - Contract	24,700.00	24,700.00	-	296,400.00	296,400.00	-	296,400.00
6475600-000 Landscape Maint. - Extras	790.00	2,781.00	1,991.00	26,031.00	33,372.00	7,341.00	33,372.00
6475605-000 Landscape Maintenance - Tree	-	715.00	715.00	-	16,080.00	16,080.00	16,080.00
6476000-000 Sewer Maintenance	50,148.88	39,086.00	(11,062.88)	65,112.38	49,096.00	(16,016.38)	49,096.00
6476500-000 Street Repair & Maintenance	2,715.76	2,500.00	(215.76)	27,320.67	30,000.00	2,679.33	30,000.00
6477210-000 Pest Control	1,418.00	1,507.00	89.00	18,015.00	20,246.00	2,231.00	20,246.00
6483000-000 Propane	129.41	200.00	70.59	4,268.91	1,920.00	(2,348.91)	1,920.00
6483100-000 Propane - Minibus	2,884.92	1,625.00	(1,259.92)	17,260.46	19,500.00	2,239.54	19,500.00
6483105-000 Gasoline	13,606.41	20,880.00	7,273.59	85,422.59	80,880.00	(4,542.59)	80,880.00
6483110-000 Diesel Fuel	156.00	33.00	(123.00)	513.00	396.00	(117.00)	396.00
6484000-000 Permits & Licenses	2,383.17	3,190.00	806.83	40,715.21	39,012.00	(1,703.21)	39,012.00
6911500-000 Inventory Over / Short-Purchasing	38,781.00	166.00	(38,615.00)	36,446.48	2,000.00	(34,446.48)	2,000.00
<b>Total FACILITIES</b>	\$389,675.30	\$308,969.00	(\$80,706.30)	\$3,432,934.23	\$3,185,800.00	(\$247,134.23)	\$3,185,800.00
<b>IT</b>							
6410015-000 Computer Supplies	4,235.24	1,615.00	(2,620.24)	44,572.44	26,066.00	(18,506.44)	26,066.00
6422000-000 Telephone	14,268.33	11,415.00	(2,853.33)	158,965.04	137,002.00	(21,963.04)	137,002.00



# Income Statement - Operating

Golden Rain Foundation

12/01/2023 to 12/31/2023

Description	Current Period			Year-to-date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
6438000-000 Other Professional Fees	\$10,602.50	\$10,300.00	(\$302.50)	\$162,335.75	\$133,885.00	(\$28,450.75)	\$133,885.00
6481000-000 Computer Maintenance & Software	23,114.05	8,026.00	(15,088.05)	212,554.26	161,191.00	(51,363.26)	161,191.00
<b>Total IT</b>	<b>\$52,220.12</b>	<b>\$31,356.00</b>	<b>(\$20,864.12)</b>	<b>\$578,427.49</b>	<b>\$458,144.00</b>	<b>(\$120,283.49)</b>	<b>\$458,144.00</b>
<b>RECREATION</b>							
6410010-000 Hospitality	2,067.05	1,394.00	(673.05)	23,921.74	14,708.00	(9,213.74)	14,708.00
6410023-000 Curriculum Supplies	92.42	150.00	57.58	492.47	1,800.00	1,307.53	1,800.00
6410024-000 Library Supplies	906.53	525.00	(381.53)	2,760.36	6,300.00	3,539.64	6,300.00
6410035-000 Refreshments	1,196.82	240.00	(956.82)	9,775.02	2,580.00	(7,195.02)	2,580.00
6410040-000 Janitorial Supplies	3,397.37	3,337.00	(60.37)	44,450.30	40,000.00	(4,450.30)	40,000.00
6412000-000 Patron Books	3,447.18	2,250.00	(1,197.18)	30,833.77	31,500.00	666.23	31,500.00
6412500-000 Patron Magazines Subscriptions	-	-	-	6,466.62	7,082.00	615.38	7,082.00
6481500-000 Community Entertainment	5,780.04	6,442.00	661.96	153,243.51	226,210.00	72,966.49	226,210.00
6481505-000 Special Outside Events Expense	3,084.45	2,083.00	(1,001.45)	28,169.60	24,996.00	(3,173.60)	24,996.00
6482000-000 Dues, Memberships & Books	1,392.10	1,875.00	482.90	14,366.51	23,003.00	8,636.49	23,003.00
6485000-000 Production Expense - Amphitheater	-	-	-	49,620.00	37,620.00	(12,000.00)	37,620.00
<b>Total RECREATION</b>	<b>\$21,363.96</b>	<b>\$18,296.00</b>	<b>(\$3,067.96)</b>	<b>\$364,099.90</b>	<b>\$415,799.00</b>	<b>\$51,699.10</b>	<b>\$415,799.00</b>
<b>COMMUNICATIONS</b>							
6483500-000 Newspaper Distribution	9,700.20	10,075.00	374.80	119,790.35	120,900.00	1,109.65	120,900.00
6483505-000 Insert Distribution Labor	173.08	600.00	426.92	3,776.46	7,200.00	3,423.54	7,200.00
6483515-000 Newspaper Printing	5,533.40	10,000.00	4,466.60	92,131.15	128,000.00	35,868.85	128,000.00
6483520-000 Telephone Book Printing	-	-	-	21,225.44	25,000.00	3,774.56	25,000.00
6483522-000 Leadership Guide	-	-	-	4,415.00	5,600.00	1,185.00	5,600.00
6483530-000 Amphitheater Spotlight Printing	-	-	-	4,031.16	8,000.00	3,968.84	8,000.00
6483531-000 Amphitheater Spotlight Distribution	-	-	-	2,157.00	2,400.00	243.00	2,400.00
6483535-000 Profile Printing & Distribution	-	-	-	-	14,000.00	14,000.00	14,000.00
6483545-000 Mini Bus Schedule Printing	-	-	-	-	7,000.00	7,000.00	7,000.00
8110000-000 Depreciation Expense	119,366.85	-	(119,366.85)	1,391,389.22	-	(1,391,389.22)	-
<b>Total COMMUNICATIONS</b>	<b>\$134,773.53</b>	<b>\$20,675.00</b>	<b>(\$114,098.53)</b>	<b>\$1,638,915.78</b>	<b>\$318,100.00</b>	<b>(\$1,320,815.78)</b>	<b>\$318,100.00</b>
<b>RESERVE &amp; CAPITAL CONTRIBUTION</b>							
8161000-000 Replacement Rsv Contributions	(293,803.38)	79,167.00	372,970.38	2,100,000.00	950,000.00	(1,150,000.00)	950,000.00
8162000-000 Capital Rsv Contributions	498,818.73	-	(498,818.73)	498,818.73	-	(498,818.73)	-
<b>Total RESERVE &amp; CAPITAL CONTRIBUTION</b>	<b>\$205,015.35</b>	<b>\$79,167.00</b>	<b>(\$125,848.35)</b>	<b>\$2,598,818.73</b>	<b>\$950,000.00</b>	<b>(\$1,648,818.73)</b>	<b>\$950,000.00</b>
<b>Total OPERATING EXPENSE</b>	<b>\$2,665,118.46</b>	<b>\$1,663,318.00</b>	<b>(\$1,001,800.46)</b>	<b>\$25,513,256.57</b>	<b>\$20,385,861.00</b>	<b>(\$5,127,395.57)</b>	<b>\$20,385,861.00</b>
<b>Net Income:</b>	<b>(\$595,777.32)</b>	<b>\$32,372.00</b>	<b>(\$628,149.32)</b>	<b>(\$1,999,333.87)</b>	<b>\$0.00</b>	<b>(\$1,999,333.87)</b>	<b>\$0.00</b>

**PHYSICAL PROPERTY COMMITTEE PROJECT REPORT**

<b>Project</b>	<b>Proj #</b>	<b>Status</b>	<b>BOD Approved</b>	<b>Scheduled Completion</b>	<b>BOD Approved Funds</b>	<b>Used Funds</b>	<b>Balance</b>
Sales sign Main Gate	1046-23	Sign fabrication in process	23-Jul	Feb	\$9,500	(\$500)	\$9,000
Paving Trust Street Phase 6	1051-23	Work in process, 95% completed	23-Jul	24-Jan.	\$657,220	(\$520,109)	\$137,111
Maintenance Yard EV Engineering	1063-23	Work in process first draft reviewed	23-Jul	Feb	\$10,770	(\$8,615)	\$2,155
Safety Improvements at Golden Rain / St. Andrews - Stantec Report	1011-22	Construction plans in process	22-Aug	24-Jan.	\$33,422	(\$19,401)	\$14,021
Radar Speed Signs	1049-23	Signs have been installed, monitoring operation	23-Jul	November	\$15,000	(\$13,309)	\$1,691
Clubhouse One Remodel	1060-23	Work schedule to be completed mid Feb	23-Sep	24-Feb.	\$218,295	(\$57,800)	\$160,495
Library Painting, Flooring etc.	1062-23	Work completed	23-Oct	24-Feb.	\$110,618	(\$89,413)	\$21,205
1.8 Acre Gardens	1064-23	Plumbing rough in completed	23-Dec	April	\$480,865	(\$349,720)	\$131,145
Channel Fence Replacement	1057-23	Work started	23-Sep	24-Jan.	\$118,800	\$0	\$118,800
Traffic Study Entry Main Gate	1048-23	Under review FC	23-Aug	24-Jan.	\$14,400	(\$13,804)	\$596
Amphitheater Sewer Lift Station Repair	1067-23	Contract executed work scheduled material on order	23-Nov	24-Mar	\$60,294		\$60,294
Ventilation Shuffleboard Courts	1065-23	Contract executed work scheduled for completion end of Feb.	23-Nov	24-Feb.	\$8,000		\$8,000
Bocce Ball Court improvements	1068-23	Contract executed work scheduled for Feb completion	23-Nov	23-Feb	\$12,777		\$12,777



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## COMMITTEE ACTION REQUEST

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**DATE:** MARCH 5, 2024  
**TO:** FACILITIES COMMITTEE  
**FROM:** SENIOR DIRECTOR OF FACILITIES  
**ACTION:** RESERVE FUNDING REQUEST: REPLACEMENT OF FOUR PATROL VEHICLES USED BY THE SECURITY DEPARTMENT

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### **Background:**

Four patrol vehicles used by the Security Department (units 656,657,658 and 659) have exceeded their useful life. The units have been in the shop repeatedly for repairs this year.

The Fleet and Transportation Department was tasked with obtaining replacement costs using two manufacturers, the Chevrolet Trax and Kia Soul vehicles. The cost includes tax, DMV, and doc fees.

- Mission Viejo Kia -Total for four \$93,722
- George Chevrolet- Total for four \$96,284

### **Fiscal Impact:**

Scheduled Reserve Funding

### **Recommendation:**

I move to recommend the GRF Board purchase four new Security Patrol Vehicle from \_\_\_\_\_ at a cost not to exceed \$ \_\_\_\_\_ Reserve Funding and authorize the President to sign for the purchase.